

Feed & Pet Food Sales Licensing Guide

The Kansas Department of Agriculture is devoted to the total support of agriculture in Kansas. While we must fulfill our statutory obligations, the department is dedicated to providing support and assistance to make Kansas farms, ranches and agribusinesses successful and help them grow if that is their desire. We also encourage more farms, ranches and other agriculture business to expand in or relocate to Kansas. This checklist will help guide you through various resources and requirements for opening and operating a typical Kansas feed and pet food business. In addition to license requirements by the Kansas Department of Agriculture, other Kansas agencies as well as local or federal government agencies may have regulatory requirements to follow. Contact your local planning authority to ensure you follow all local business development laws, rules, regulations and guidelines. This guide is designed to assist you as you work to build and operate a successful feed and pet food business in Kansas.

✓	Department	Description	Renewal
	Kansas Small Business Development Center (KSBDC)*	The KSBDC is a network of service centers located throughout Kansas offering business consulting to small businesses. Call 800-452-6727 for more information.	Prior to starting
	Office of the Secretary of State	Complete the appropriate filings and forms for a business entity required by the Kansas Secretary of State. Call 785-296-4564 for more information.	Prior to starting
	Department of Revenue	Visit the Department of Revenue website to find important business tax information . Call 785-368-8222 for more information.	Prior to starting
	Department of Agriculture, Agricultural Commodities Assurance Program (ACAP)	Kansas requires that all manufacturers, importers, jobbers, firms, associations, corporations, or persons that sell, offer or expose for sale or distribution of commercial feed in Kansas must have a commercial license for each manufacturing facility located in the state. Commercial feed includes feed for livestock, poultry, pets (including pet treats), specialty pets, and customer formula feed regardless of package container size or amount. Complete the Commercial Feedings Stuffs License application. If product is sold in packages of 10 pounds or less, complete the Feed Small Package Product Registration application, or the Feed Specialty Pet Product Registration application if the package is less than one pound. Visit the AAFCO website to learn more about starting a pet food business. For more information, visit the ACAP website, or call 785-564-6685.	Prior to selling feed, July 1 Renewal
	Department of Agriculture, Weights and Measures	No license is needed from Weights and Measures, but a feed or pet food business with scales must hire a licensed service company to test the scales once annually if the scales are utilized for any commercial transaction. Visit the Weights & Measures website for more information, or call 785-564-6683.	Annual service
	U.S. Food & Drug Administration (FDA)	The medicated feed mill licensing requirements of the Animal Drug Availability Act of 1996 requires certain medicated feed mills to be licensed with FDA. Visit the FDA Medicated Feeds page for more information and application instructions, or call 888-463-6332.	Prior to selling medicated feed
	Department of Health and Environment, Bureau of Water, Industrial Program Section	An NPDES Construction Stormwater Permit is required only if one or more acres are disturbed during construction. The permit is required prior to the start of soil disturbing activities. Visit the KDHE Industrial Programs website, or call 785-296-5549 for more information.	Prior to construction
	Department of Health and Environment, Bureau of Water, Municipal Program Section	If the facility will employ an on-site wastewater treatment system for human wastewater rather than utilize a municipal sanitary sewer for handling and disposal of sewage from the facility, contact the KDHE Municipal Program Section at 785-296-5527 for construction and permitting requirements.	Prior to construction

Kansas Department of Agriculture
1320 Research Park Drive
Manhattan, KS 66502
Phone: (785) 564-6700
Email: ksag@kda.ks.gov
Website: <http://agriculture.ks.gov>

This guide is for informational purposes only. It is not intended to be an exhaustive list of requirements for operating a Kansas agribusiness entity. Please contact the appropriate agencies or organizations for specific requirements applicable to your business.

** Indicates that the information listed is merely a useful resource and not a requirement for operating the business*

Updated 7/16/2014



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✓	Department	Description	Renewal
	Department of Health and Environment, Bureau of Water, Public Water Supply & Geology Sections	If the facility will not utilize a municipal public water supply or rural water supply as the source of drinking water and the facility will serve 25 people or more per day, 60 or more days per year, it will be considered a public water supply subject to State/Federal drinking water requirements. Contact the KDHE Public Water Supply Section at 785-296-5523. Water wells shall be constructed by Kansas-licensed water well contractors. There are special construction requirements for water wells, serving public water supplies. Contact the KDHE Geology Section at 785-296-5560 for more information.	Prior to construction

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